

[illegible]

San Diego Community Power Implementation Timeline* Updated Jan. 27, 2020 Timeline by Task Area	Q4 2019			Q1 2020			Q2 2020			Q3 2020			Q4 2020			Q1 2021			Q2 2021			Q3 2021			Q4 2021			
	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	
Regulatory/Legislative																												
Secure contract with regulatory and legislative attorney/firm TBD																												
Continue tracking CCE-related regulatory activity and participating in statewide efforts																												
RA Proceeding: Central Procurement Entity																												
PCIA Proceeding: Working Groups 1, 2, and 3																												
DA Proceeding: Expansion																												
Integrated Resource Planning Proceeding																												
Continue tracking CCE-related legislative activity and participating in statewide efforts																												
Establish regular meetings with SDG&E for transition of services																												
Register with the CPUC and obtain party status for priority regulatory proceedings																												
Work with technical services vendor to ensure full regulatory/program compliance and reporting																												
Technical/Energy Services																												
Contract with technical services firm and team for Strategic Plan																												
Review and update results of technical study; verify load projections and proforma estimates																												
Prepare resource adequacy (RA) procurement plan and RA compliance filings																												
Determine power supply mix and product options (i.e. default and voluntary products)																												
Determine customer phasing strategy based on economic projections and credit capacity																												
Develop and issue Energy Services RFPs (includes scheduling services)																												
Prepare and submit program Implementation Plan/Statement of Intent (60-90 day certification)																												
Strategic Plan Developed																												
Negotiate and finalize terms of wholesale energy services contract/schedule coordination																												
Support rate design & rate setting (incl PCIA, NEM and utility cost comparisons)																												
Prepare Utility Service Agreement, Deposit and Bond Posting																												
Finalize supply contracts/approval of master service agreement(s)																												
Set rates																												
Develop related energy programs including FIT, NEM, EE, DR et al																												
Complete all regulatory registrations for program compliance (CPUC, CAISO, WREGIS etc)																												
Coordinate with program staff and all other vendors as needed																												
Operational Policies																												
Adopt bylaws or operating rules and procedures																												
Adopt policy on preparation of agendas																												
Adopt policy on additional standing committees and a technical advisory committee																												
Adopt policy on rules of conduct for Board meetings, including public comment rules																												
Adopt policy on locations for posting of ordinances and resolutions																												
Adopt policy on signatories on SDCP checks and financial documents																												
Adopt policy on designation of SDCP holidays, establishment of regular business hours an designation of SDCP's mailing address																												
Adopt insurance policy																												
Adopt budget and accounting policy																												
Adopt investment policy																												
Adopt travel and reimbursement policy																												
Adopt personnel rules policy																												
Adopt record retention policy and schedule; guidelines for public access																												
Adopt policy on delegation of authority to accept easements and other real property interests																												
Adopt board stipend and reimbursement policy																												

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	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D	J	F	M	A	M	J	J	A	S	O	N	D
Community Choice Aggregation Policies																											
Adopt customer information confidentiality policy																											
Establish terms and conditions of service policy																											
Adopt policy on prohibition of disseminating untrue or misleading information																											
Adopt time sensitive legislative and regulatory policy																											
Adopt information and technology security policy																											
Establish social media policy																											
Complete and adopt energy risk management policy																											
Approve net energy metering program policy																											
Adopt delinquent account, collections and bad debt policy																											
Approve reserve policy																											
Establish and adopt debt management policy																											
Adopt policy on new customer communities joining SDCP																											
Data Management/Call Center																											
Secure Data Mgmt and Call Center Contract																											
Infrastructure and Application configuration																											
EDI certification (utility and bank)																											
Call center training/go live																											
List of Phase 1 customers																											
1st opt-out period (60 days out)																											
2nd opt-out period (30 days out)																											
Program rates and reports																											
Utility account set up (dead period)																											
Account Switches/Customer enrollments																											
1st Full Billing Cycle																											
3rd opt-out period																											
4th opt-out period																											
2nd full billing cycle																											
Communications/Marketing																											
Update FAQs, website and basic program collateral																											
Secure marketing firm; develop public outreach and marketing plan (including multi-lingual, multi cultural)																											
Messaging, branding																											
Develop website 2.0 with translation and opt-out features																											
Community education -- presentations to community groups, public workshops, tabling, stakeholder meetings, etc.																											
Press outreach/earned media (op-eds, feature stories, local radio and TV)																											
Develop and launch advertising campaign (paid media, social media, et al)																											
Develop call center script/Call center live in when first notice drops																											
Prepare/design customer enrollment notices																											
Manage Ph 1 customer enrollment printing and mailing																											
Manage subsequent enrollments and develop ongoing community presence																											
Develop post launch communications plan																											

*Tasks and timing of tasks are subject to change based on operational needs.